

**PSYCHOLOGY EXAMINING BOARD  
MEETING MINUTES  
APRIL 28, 2010**

**PRESENT:** Rebecca Anderson, Ph.D.; Bruce Erdmann, Ph.D.; Erica Serlin, Ph.D.; Melissa Westendorf, Ph.D.

**EXCUSED:** Cynthia Bagley; Teresa Rose

**STAFF:** Jeff Scanlan, Bureau Director; Colleen Baird, General Counsel; Kimberly Wood Bureau Assistant and other DRL Staff

**GUESTS:** Sarah Bowen, Wisconsin Psychological Association (WPA)

**CALL TO ORDER**

Bruce Erdmann, Ph.D., Chair, called the meeting to order at 9:06 a.m. A quorum of four (4) members was present.

**APPROVAL OF AGENDA**

**Amendments to the Agenda:**

- After Item “I” (closed session) Under the item titled “Oral Interviews of Applicants for Licensure – Final Approval for Licensure” **ADD:**
  - Shannon Huff, School Psychologist

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Erica Serlin, Ph.D., to approve the April 28, 2010 agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES OF MARCH 10, 2010**

**Amendments to Minutes**

- Page 5 of the Minutes: Under the item titled “Review of Correspondence and Phone Inquiries by Legal Counsel” insert wording in the second paragraph, third sentence as follows: “Discussion of whether outreach and teaching would count towards the 25%...”
- Page 6 of the Minutes: Under the item titled “Review of Correspondence and Phone Inquiries by Legal Counsel” remove wording in the paragraph at the top of the page, in the second to last sentence as follows: “...having additional hours means there would be an improved ~~the~~ chance of Board acceptance.”

**MOTION:** Erica Serlin, Ph.D., moved, seconded by Melissa Westendorf, Ph.D., to approve the minutes of March 10, 2010 as amended. Motion carried unanimously.

## **ADMINISTRATIVE REPORT**

Jeff Scanlan informed the Board of the appointment of professional member Dr. Rebecca Anderson, Ph.D. Dr. Anderson assumes the vacant position previously occupied by Gerald Hollander, Ph.D. Dr. Anderson provided an introduction and overview of her background and the Board welcomed her. The Board then discussed the status of the appointment of public member Cynthia Bagley.

Jeff Scanlan informed the Board that Legislature is drawing near to the end of its session. He then informed the Board that the Department has assumed new professions as a result of action taken during this legislative session. The Department will now be regulating board certified behavioral analysts (BCBA), radiographers and sign language interpreters. The Board was advised that the Physical Therapy Affiliated Credentialing Board, currently affiliated with the Medical Examining Board, has been successful in its attempt to become an independent board. Jeff Scanlan noted that the Massage Therapy and Body Workers Council may become a board gaining practice protection and full licensure; if this legislation passes the Massage Therapy Board would become a part of the Medical Examining Board Bureau.

Jeff Scanlan informed the Board that the Department has implemented Microsoft Live Meeting technology. He explained that the Microsoft Live Meeting technology allows board members to connect from a remote location via computer. The Microsoft Live Meeting equipment has a camera which is sound sensitive and focuses on whoever is speaking while simultaneously displaying a panoramic view of the meeting room.

### **Policy on Use of Agenda Request Forms to Submit Items for an Agenda and Forms Submitted After the Agenda Submission Deadline**

Jeff Scanlan and the Board reviewed a revised policy pertaining to use of agenda request forms and late agenda items. Jeff Scanlan explained the process for use of the agenda request form and for late additions to meeting agendas and explained the types of items which would be accepted for late addition. The Board discussed the acceptance of late additions.

## **DISCUSSION AND REVIEW OF APPLICATION FORMS FOR PSYCHOLOGY LICENSURE**

### **Criteria for a Go/No Go Decision on the Quality of Supervision, Review of Proposed Nature-Of-Intended Practice Forms, Discussion on Nature of Intended-Practice, Related Statute and Administrative Code**

Kris Hendrickson and Aaron Knautz, Division of Professional Credentialing, joined the Board for discussion of the application forms. Bruce Erdmann distributed two packets containing application forms. The first packet, titled "New Forms", contained revised drafts of application form # 2553-Nature of Intended Practice of Psychology/applicant version, revised application form # 2554-Nature of Intended Practice of Psychology/supervisor version, and a newly proposed application form titled "Psychology Applicant's Self Evaluation Form". The second of

the two document packets contained the original versions of application form # 2553-Nature of Intended Practice of Psychology/applicant version and form # 2554-Nature of Intended Practice of Psychology/supervisor version. The Board reviewed and discussed the newly proposed and revised application forms created by Dr. Erdmann. The Board held cursory discussion regarding the application revisions proposed by Dr. Erdmann and explored the intent of the questions posed within the current application.

The Board worked to identify in which order to pursue revisions to the various application forms utilized in the psychology licensure process, the types of applicants and education submitted for licensure and the creation of a residency requirement. They discussed the feasibility of rule-writing for the purpose of re-interpreting existing statute to fit current issues. The Board asked Colleen Baird to gauge the Board's ability to write rules in this regard and to bring her findings to the next meeting.

The Board then discussed if the questions asked on the application forms are derived from the Board's licensure requirements. The Board indicated that some of the questions are posed in such a way that an applicant may respond in a way that would indicate evidence of inappropriate behavior which the Board may choose not to act upon. The Board worked to determine if these questions necessitate denial of licensure and if not indicated that they should be removed. The Board indicated that they would like to establish supervisory guidelines so that applicants and supervisors are well aware of the supervision requirements prior to establishment of the supervisory situation.

The Board's discussion then turned to the implementation of a new packet of application materials and what to do with application materials received after new form implementation. The Board determined that it will address forms 2780, 2553 and 2554 at its next meeting and will address forms 2555 and 2557 at a future meeting. Melissa Westendorf will work to bring application questions in line with information that is outlined in rules and statute and will be provided with the application template for this purpose. She will also work to provide opinions about the go-no go quality of questions to be listed on the application form. The Board continued discussion of how to bring its application in line with rules and statutes. Concerns regarding the preparedness of applicants were reviewed by the Board. They discussed what restrictions in the application process could be utilized if they wished to pursue additional information from a psychology applicant. In conclusion the Board indicated that they would like to review the revised forms within the packet provided by Dr. Erdmann, titled "New Forms", at its next meeting.

### **REQUEST FROM NATIONAL REGISTER TO WISCONSIN PSYCHOLOGY EXAMINING BOARD TO RECOGNIZE NATIONAL REGISTRY MEMBERSHIP FOR WISCONSIN PSYCHOLOGY LICENSURE CRITERIA**

The Board reviewed a request from the National Register of Health Service Providers in Psychology (National Register) to the Board for pursuit of recognition of National Registry Membership criteria for Wisconsin psychology licensure, in its state licensure rules. The National Registry provided documents relating to mobility of licensure and provided an example of what an amendment would look like. The correspondence discussed the opportunity for

expedited licensure for psychology applicants by banking documentation which is typically required for licensure.

Sarah Bowen, Wisconsin Psychological Association (WPA), was in attendance and provided an explanation of this request. She indicated that the National Register's stated reason for pursuit of this initiative is increased mobility of licensure. Sarah Bowen discussed the WPA's perspective relating to the request made by the National Register. She noted that the WPA is not formally proposing acceptance of the request submitted by the National Register and stated that the WPA's Advocacy Cabinet has yet to review this request, but indicated that if this policy helps to increase licensure mobility WPA would be willing to assist the Board with this effort.

The Board discussed potential disadvantages of acceptance of the National Registry's request. A potential concern of the Board relating to this request was the potential for individuals not affiliated with the National Registry to be blocked from licensure. Colleen Baird advised the Board that a disadvantage of acceptance would be the loss of authority regarding the determination and review of documents for licensure. The Board would not be able to make a determination regarding how the register determines the acceptance of its requirements or documentation.

Board discussion of this request ensued. The Board noted that a rule change would be required for recognition of the National Registry standards. The Board will consider this request in conjunction with considerations being made for changes in its administrative rules. Sarah Bowen indicated that she would communicate the Board's comments to the WPA Advocacy Cabinet and would be happy to convey any comments or considerations they make to the Board.

### **REVIEW OF APPLICATION PROCESS FOR PSYCHOLOGY LICENSURE BY COMITY**

Kris Hendrickson and Aaron Knautz participated in Board review of revisions to the application packet to include comity as an option for licensure. Kris Hendrickson and Aaron Knautz reviewed the revised application with the Board and discussed the functionality of these changes. During review further revisions to the application were requested by the Board. Once the request changes are made the application forms will be posted to the Department website and will be accepted from psychologists applying for licensure by comity.

### **REVIEW OF ORAL INTERVIEW EXAMINATION PROCESS REQUIRED FOR PSYCHOLOGY LICENSURE**

None.

### **PRESENTATION OF PROPOSED STIPULATIONS**

None.

## **PRESENTATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED AFTER MAILING OF THE AGENDA**

None.

## **STATUS OF RULES AND STATUTES FOR ALL PENDING LEGISLATION**

Jeff Scanlan and Colleen Baird informed the Board that a public hearing was conducted at a recent meeting of the Joint Board of Marriage and Family Therapist, Professional Counselor, and Social Work for the psychometric testing rule. As a result of the comments received from the Legislative Clearing House further work to this draft is required.

### **Report on the Status of Scope Statement Relating to the Use of Titles as listed in § 455.02, Wis. Stats.**

Jeff Scanlan posed a question of the Board regarding how to proceed with revisions to title terminology in § 455.02, (3m) Wis. Stats. He explained that the Board's request for rulemaking may not be possible because the statute is explicit as to use of titles.

In consultation with Colleen Baird the Board considered taking a formal position on this issue as opposed to pursuing rule writing. She indicated that the creation of a position paper conserves the Board's time and resources thus allowing the Board to focus on more pressing issue.

The Board was provided a copy of a memo drafted by Colleen Baird to the Division of Enforcement regarding title usage in the context of job descriptions and the Board's position regarding prosecution of these cases. The Board asked that Colleen Baird draft a position paper relating to title usage exemptions. Dr. Erdmann will review the draft title usage position paper. The Board requested that the draft be forwarded to the WPA Advocacy Board for comment and that this document be included in the next agenda. Sarah Bowen suggested that this position draft be forwarded to the WPA Forensic and Correctional Psychology Intra-section for comment as well.

## **ASPPB REPORT**

### **Board Review of the "Draft ASPPB Model Act for Licensure of Psychologists"; Response to ASPPB Request for Comments**

The Board discussed ASPPB's draft of its model act for licensure of Psychologists. In response to Dr. Erdmann's inquiry of whether WPA has reviewed this model act Sarah Bowen indicated that the WPA Advocacy Cabinet has not formally reviewed or analyzed this model act. The Board briefly discussed the elimination of the practicum component. Discussion of this topic was deferred to the Board's next meeting.

## **REVIEW OF CORRESPONDENCE AND PHONE INQUIRIES BY LEGAL COUNSEL**

None.

## **PUBLIC COMMENTS**

Sarah Bowen, WPA, informed the Board that Governor Doyle will sign Senate Bill 362, Wisconsin Parity Act, into law tomorrow, April 29, 2010. She stated that after ten years of effort the parity law will be in place. She indicated that this law is comprehensive in scope and definition, etc. but less comprehensive in its anticipated numbers due to federal action. Sarah Bowen indicated that the new law will cover those employed by facilities with 50 or fewer employers, those in businesses 10 or fewer are exempted. Exempted parties can comply with this law but are not required to do so.

## **CLOSED SESSION**

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to adjourn to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g), for the purpose of conducting oral interviews, reviewing monitoring requests, requests to extend practice, application reviews, consulting with Legal Counsel and Division of Enforcement case status reports. Roll Call Vote: Rebecca Anderson-yes; Bruce Erdmann, Ph.D.-yes; Erica Serlin-yes; Melissa Westendorf, Ph.D.-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:21 a.m.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Erica Serlin, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 3:19 p.m.

## **VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION IF VOTING IS APPROPRIATE**

None.

**REVIEW OF ORAL INTERVIEW PROCESS AND QUESTIONS ASKED IN ORAL  
INTERVIEW, BOARD DEVELOPMENT OF ADDITIONAL QUESTIONS FOR  
REVIEW**

None.

**MONITORING**

**TIMOTHY P. KABARA  
REQUESTING REINSTATEMENT OF  
PRIVATE PRACTICE SCHOOL PSYCHOLOGY LICENSE**

**MOTION:** Erica Serlin, Ph.D., moved, seconded by Melissa Westendorf, Ph.D., to deny the request of Timothy P. Kabara, for reinstatement of his private practice school psychology license. The Board accepts twenty (20) of the forty (40) hours submitted from Ce4Less.com for the 2005-2007 licensure biennium. The Board requires Mr. Kabara to complete an additional pre-approved 20 hours of CE for that biennium. In addition the Board requires Timothy Kabara to submit documentation of completion of the required CE for the 2007-2009 licensure biennium. For Mr. Kabara to successfully petition the Board for reinstatement, the Board directs that he must provide a plan of completion for Board approval of all deficient CE hours and for completion of the 2009-2011 biennium, submit a new nature of intended practice form for the private practice of school psychology and to personally appear before the Board in support of his petition. Motion carried unanimously.

**DELIBERATION OF MONITORING RECEIVED AFTER MAILING OF AGENDA**

None.

**REVIEW OF ADDITIONAL INFORMATION REQUESTED OF APPLICANTS FOR  
LICENSURE**

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to accept the additional information submitted by Monica Deluhery, Psy.D.; Laura Mathis, Psy.D.; Matthew Myrvik, Ph.D.; Jennifer Hauser Kunz, Ph.D. Motion carried unanimously.

*(Melissa Westendorf was excused from the meeting at 3:30 p.m. and was reconnected by phone at 3:35 p.m. for the purpose of voting on issues deliberated during closed session proceedings.)*

**ADDITIONAL INFORMATION SUBMITTED  
AFTER THE MAILING OF THE AGENDA**

None.

**ORAL INTERVIEW OF APPLICANTS FOR LICENSURE  
FINAL APPROVAL FOR LICENSURE**

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Erica Serlin, Ph.D., to grant licensure to practice psychology to Jean Banks, Ph.D.; Monica Deluhery, Psy.D.; Matthew Myrvik, Ph.D.; June Restrepo, Ph.D.; Carole Srinivasan, Ph.D.; and Jennifer Hauser Kunz, Ph.D. Motion carried unanimously.

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Erica Serlin, Ph.D., to grant licensure to practice school psychology to Shannon Huff, School Psychologist. Motion carried unanimously.

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to grant licensure to practice psychology to Laura Mathis, Psy.D., upon receipt of ten (10) hours of continuing education of which six (6) should be in ethics, jurisprudence or risk management. Motion carried unanimously.

*(Mercedes Dickinson, Ph.D., was not present for oral interviews.)*

**SUPERVISION REVIEWS THAT CAME IN AFTER THE MAILING OF AGENDA**

None.

**REVIEW OF APPLICATIONS FOR LICENSURE**

**DANIEL CHRISTY, PH.D.**

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to admit to Ethics, Jurisprudence Exam and Oral Interview Daniel Christy, Ph.D. Motion carried unanimously.



**JESSICA COOK, PH.D.**

**MOTION:** Rebecca Anderson, Ph.D., moved, seconded by Erica Serlin, Ph.D., to admit to Ethics, Jurisprudence Exam and Oral Interview Jessica Cook, Ph.D. Motion carried unanimously.

**JENNIFER GEIGER, PH.D.**

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Erica Serlin, Ph.D., to admit to Ethics, Jurisprudence Exam and Oral Interview Jennifer Geiger, Ph.D., with a request to send a letter indicating that the Board expressed concerns about competence in the area(s) of psychotherapy with a reminder of the requirement to limit practice to those areas in which competence is established by adequate education, training, and experience. Motion carried unanimously.

**PETER GRASKAMP, PH.D.**

**MOTION:** Erica Serlin, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to admit to Ethics, Jurisprudence Exam and Oral Interview Peter Graskamp, Ph.D. Motion carried unanimously.

**JESSICA MARTIN, SCHOOL PSYCHOLOGIST**

**MOTION:** Erica Serlin, Ph.D., moved, seconded by Melissa Westendorf, Ph.D., to admit to Ethics, Jurisprudence Exam and Oral Interview Jessica Martin, School Psychologist. Motion carried unanimously.

**KRISTIN PHILLIPS, PH.D.**

**MOTION:** Melissa Westendorf, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to admit to Ethics, Jurisprudence Exam and Oral Interview Kristin Phillips, Ph.D. Motion carried unanimously.

**DAWN PFLUGRADT, PSY.D.**

**MOTION:** Erica Serlin, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to admit to Ethics, Jurisprudence Exam and Oral Interview Dawn Pflugradt, Psy.D. Motion carried. Abstained: Bruce Erdmann, Ph.D.

**APPLICATION REVIEWS THAT CAME IN AFTER MAILING OF AGENDA**

None.

**DELIBERATION OF PROPOSED STIPULATIONS SIGNED AFTER MAILING OF AGENDA**

None.

**DELIBERATION OF PROPOSED ADMINISTRATIVE WARNINGS SIGNED AFTER MAILING OF AGENDA**

None.

**DELIBERATION OF PROPOSED FINAL DECISIONS AND ORDERS RECEIVED AFTER THE MAILING OF THE AGENDA**

None.

**DELIBERATION OF PETITIONS FOR REHEARINGS SIGNED AFTER MAILING OF AGENDA**

None.

**DIVISION OF ENFORCEMENT  
CASE STATUS REPORT & CASE CLOSINGS**

None.

**DOE – SIGNATURES FOR ORDERS**

None.

**OTHER BOARD BUSINESS**

None.

## **ADJOURNMENT**

**MOTION:** Erica Serlin, Ph.D., moved, seconded by Rebecca Anderson, Ph.D., to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 3:40 p.m.